

NATHAN E. FIELDING, M.D., M.P.H.
Director and Health Officer

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November 29, 2010

TO: Each Supervisor

FROM: Jonathan E. Fielding, M.D., M.P.H.
Director and Health Officer

SUBJECT: **NOTIFICATION OF THE USE OF DELEGATED AUTHORITY TO
EXECUTE THREE SOLE SOURCE AGREEMENTS FOR EMERGENCY
PREPAREDNESS AND RESPONSE**

This is to inform you that I am exercising the delegated authority approved by your Board on July 13, 2010, which permits the Department of Public Health (DPH) to enter into agreements related to public health emergency preparedness and response to public health threats and/or emergencies with contract maximum obligations not to exceed \$500,000 per service agreement, and not to exceed a twelve-month term, 100 percent funded by the Centers for Disease Control and Prevention (CDC); subject to review and approval by County Counsel and the Chief Executive Office (CEO), and notification to your Board.

On September 13, 2010, I accepted Notice of Award Number 3U90TP917012-10W1 from the CDC in the amount of \$22,219,547 for the period August 10, 2010 through August 9, 2011 providing DPH a 12 month cost extension for activities related to the public health preparedness and response. A portion of this funding will be used to initiate the Community Resilience Pilot Project.

The Community Resilience Pilot Project will advance Objective One of the National Health Security Strategy to inform and empower community members. Improving community engagement in public health preparedness is a newly required capability for CDC public health emergency preparedness grantees.

Due to the short time frame of the funding, DPH will enter into sole source agreements with three community organizations that have selected based on their strong experience and background in community resiliency. These agencies are: RAND Corporation in the amount of \$159,311; the Regents of the University of California, Los Angeles (UCLA) in

the amount of \$159,999; and Emergency Network Los Angeles (ENLA) in the amount of \$130,000. Each agreement is 100% funded by the CDC Notice of Award Number 3U90TP917012-10W1, and is effective upon execution by the parties through August 9, 2011.

- RAND Corporation will develop and implement evaluation metrics and a third-party evaluation of the overall project. In addition, RAND will provide technical support to assess measurable impacts and community level preparedness improvement over the course of the project. With UCLA they will prepare the final report with recommendations to the CDC.
- UCLA will implement an evidence-based community engagement strategy to improve organizational capacity and connectedness of key community-based organizations working with ENLA. UCLA will develop and implement training modules to educate about public health preparedness, community threats, and vulnerabilities, as well as identify community priorities for strengthening resilience, preparedness, emergency response and recovery.
- ENLA will implement and manage focus groups and surveys with the purpose of improving preparedness and emergency communications messages. ENLA will convene large groups of community-based agencies to test message delivery mechanisms and better utilize social networks within community-based and faith-based organizations for disaster response in Los Angeles County. ENLA will also convene and manage a project steering committee which will collaborate on refining existing emergency plans to improve community awareness and response activities.

County Counsel has reviewed and approved the Agreements as to form. County Counsel and CEO have reviewed and approved this delegated authority action.


Attachment A is the Sole Source Checklist which has been approved and signed by the CEO.

If you have any questions or require additional information, please let me know.


JEF:ev
JA #01685

cc: Chief Executive Officer
County Counsel
Executive Officer, Board of Supervisors

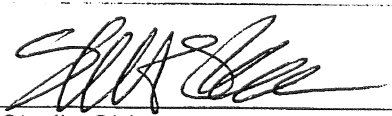
SOLE SOURCE CHECKLIST
EMERGENCY NETWORK LOS ANGELES

Check (✓)	<p style="text-align: center;">JUSTIFICATION FOR SOLE SOURCE PROCUREMENT OF SERVICES</p> <p><i>Identify applicable justification and provide documentation for each checked item.</i></p>
	➤ Only one bona fide source for the service exists; performance and price competition are not available.
✓	➤ Quick action is required (emergency situation)
	➤ Proposals have been solicited but no satisfactory proposals were received.
	➤ Additional services are needed to complete an ongoing task and it would be prohibitively costly in time and money to seek a new service provider.
	➤ Maintenance service agreements exist on equipment which must be serviced by the authorized manufacturer's service representatives.
	➤ It is most cost-effective to obtain services by exercising an option under an existing contract.
	➤ It is the best interest of the County (e.g., administrative cost savings, too long a learning curve for a new service provider, etc.).
✓	➤ Other reason. Please explain: ENLA is uniquely qualified due to the community access it provides, including community-based and faith-based organizations, government partners, and strategic partners such as Voluntary Organizations Active in Disasters.
	<div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="text-align: center;">  <hr/> Sheila Shima Deputy Chief Executive Officer, CEO </div> <div style="text-align: center;"> 11/13/10 <hr/> Date </div> </div>

SOLE SOURCE CHECKLIST
THE REGENTS OF THE UNIVERSITY
OF CALIFORNIA LOS ANGELES

Check (✓)	JUSTIFICATION FOR SOLE SOURCE PROCUREMENT OF SERVICES <i>Identify applicable justification and provide documentation for each checked item.</i>
	➤ Only one bona fide source for the service exists; performance and price competition are not available.
✓	➤ Quick action is required (emergency situation)
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	➤ It is the best interest of the County (e.g., administrative cost savings, too long a learning curve for a new service provider, etc.).
✓	➤ Other reason. Please explain: UCLA is uniquely qualified for over the last decade, the UCLA Center for Health Services and Society has established numerous partnerships with grassroots organization, community based organizations and government agencies with the goal of achieving improved mental health services and outcomes using partnered research approach.
	<div style="display: flex; justify-content: space-between;"> <div style="width: 45%;">  Sheila Shima Deputy Chief Executive Officer, CEO </div> <div style="width: 45%; text-align: right;"> 11/13/10 Date </div> </div>

SOLE SOURCE CHECKLIST
RAND CORPORATION

Check (✓)	JUSTIFICATION FOR SOLE SOURCE PROCUREMENT OF SERVICES
	<i>Identify applicable justification and provide documentation for each checked item.</i>
	➤ Only one bona fide source for the service exists; performance and price competition are not available.
✓	➤ Quick action is required (emergency situation)
	➤ Proposals have been solicited but no satisfactory proposals were received.
	➤ Additional services are needed to complete an ongoing task and it would be prohibitively costly in time and money to seek a new service provider.
	➤ Maintenance service agreements exist on equipment which must be serviced by the authorized manufacturer's service representatives.
	➤ It is most cost-effective to obtain services by exercising an option under an existing contract.
	➤ It is the best interest of the County (e.g., administrative cost savings, too long a learning curve for a new service provider, etc.).
✓	➤ Other reason. Please explain: RAND is uniquely qualified due to its current work with the federal government to establish definitions and suggest methodologies for local agencies to develop and improve community resilience as emphasized in the National Health Security Strategy framework.
	<div style="display: flex; justify-content: space-between;"> <div style="text-align: center;">  Sheila Shima Deputy Chief Executive Officer, CEO </div> <div style="text-align: center;"> 11/13/10 Date </div> </div>